

**Health and Family Committee
Regular Meeting
October 15, 2002 - 1:00 p.m.
Tribal Office Boardroom**

1. Call to Order & Roll Call

Committee Chairman Gary Besaw called the meeting to order at 1:10 p.m. Those present: Jerry Waukau, Duane Waukau, Jennifer Gauthier and Mary Husby. Also present for the meeting were Wayne Pecore, Pat Roberts, Laurie Boivin and Jeff Mathias.

2. Moment of Silence - A moment of silence was observed.

3. Approve Minutes Dated August 7, and September 17, 2002

Motion made by Mary Husby to approve the minutes of August 7, 2002. Seconded by Jennifer Gauthier. All those in favor signify by saying aye, 4-for, 0-opposed, 1-absent. Motion carried.

Motion made by Jerry Waukau to approve the minutes of September 17, 2002. Seconded by Duane Waukau. All those in favor signify by saying aye, 4-for, 0-opposed, 1-absent. Motion carried.

4. Review Monthly Written Reports/Community Meeting Minutes

Committee briefly reviewed the reports that were submitted. Not all reports were submitted due to the fact that today is the deadline to turn them into the Tribal Administrator's office. As for the departments that still aren't sending anything, another memo will be sent to them informing them that the committee would like their reports and how many copies to send.

5. Oral Reports/Family Preservation, Veteran Services, Food Distribution and GAP

Chairman Besaw informed everyone that he tried several times to call Louis Kakwitch at Veteran's Services and didn't have any luck talking to him.

Jennifer Gauthier from Family Preservation gave a brief report to the committee informing them of the services she provides and projects she is working on. Jennifer stated that her biggest area of concern is the need for mentors. Right now Jennifer only has one mentor matched with a child and she needs a lot more. Jennifer is afraid that if she doesn't get more mentors, it will affect next years funding for the program. Jennifer explained that there is a great need for mentors and all it requires is four (4) hours per month. There have been several postings and notices in the Tribal News but just can't seem to get anyone interested.

Jennifer said her staff is constantly trying to come up with ideas on how to recruit mentors and now would like the committees help and willing to listen to any ideas they may have.

Pat Roberts from Food Distribution gave a brief report. Pat informed the committee of what her program offers and Pat stated that the biggest problem she is facing right now is the fact that she wasn't allowed to hire the two part-time positions she had available. Without the 2 positions being filled, there is a huge strain not only on the other employees but the people they service also. Things are moving much slower now. Committee members understand the concerns but until the budget situation is taken care of, committee feels there isn't much they can do.

Wayne "Bunker" Pecore was present and gave a report on the General Assistance Program (GAP). Committee went into lengthy discussion regarding the program and how people know how to work the system and receive help from many entities. Mr. Pecore did not have any action items for the committee to consider.

6. Bi-Monthly Report/Social Services

Mary Husby gave an oral report to the committee regarding all the programs her and her staff are in charge of. Mary did not have any action items at this time for the committee to consider.

7. Health Administrator's Report/Jerry Waukau

Jerry Waukau gave an oral and written report to the committee.

Tab #1 - COBRA Policy-

Jerry Waukau explained to the committee that Chairperson Lisa Waukau asked him to develop a policy for Continuation of Coverage Benefit (Cobra) Policy. The policy stated that; Contract Health Services is a payer of last resort program pursuant to IHS regulations 42 CFR 36.61. Persons who have exhausted all alternate resources and are eligible for enrollment in the Continuation of Coverage Benefit (Cobra) Plan can apply for CHS funding of Cobra payments if eligible for certain criteria.

Motion made by Jennifer Gauthier to approve the Cobra Policy. Seconded by Mary Husby. All those in favor signify by saying aye, 3-for, 0-opposed, 1-absent, 1-abstention (Jerry Waukau). Motion carried.

Tab #2 - Disability-

Jerry informed the committee that Dr. Kevin Culhane and Insurance Director Dan Maine are meeting today on the issue and will report back at the next meeting.

Tab #3 - Policy & Procedure Manual Updates-

Jerry stated that in accordance with JCAHO Standards, the Health & Family Services Committee needs to review and approve the clinic Policy & Procedure

Manual Updates. Committee reviewed the manuals for Laboratory, Maintenance, Administration, and Environmental Health.

Motion made by Duane Waukau to approve the Policy & Procedure manual updates for Laboratory, Maintenance, Administration and Environmental Health. Seconded by Jennifer Gauthier. All those in favor signify by saying aye, 3-for, 0-opposed, 1-absent, 1-abstention (Jerry Waukau). Motion carried.

Tab #4 - Medical Manager and CITRIX Proposal-

Laurie Boivin, Business Manager and Jeff Mathias, Network Administrator were present to give the committee a power point presentation on the new computer system they would like to implement at the clinic.

(See attached information)

Motion made by Mary Husby to approve the Clinic to purchase the CITRIX Computer System at a cost of \$124,000 to come out of the 3rd Party budget and installation occur around February or March 2003. Seconded by Jennifer Gauthier. All those in favor signify by saying aye, 3-for, 0-opposed, 1-absent, 1-abstention (Jerry Waukau). Motion carried.

Motion made by Duane Waukau the approval of the commitment of \$121,000 for the Phase 1 Medical Manager System upgrade to be done in February or March 2003 and that it comes out of the 3rd Party Budget. Seconded by Mary Husby. All those in favor signify by saying aye, 3-for, 0-opposed, 1-absent, 1-abstention. Motion carried.

Tab #5 - Staff Retention and Compensation Issue-

Jerry Waukau stated that he would like committee support on changing the status of some clinic employees to contracted personnel. Jerry stated that some positions are very tough to fill such as the Pharmacists and Mental Health Providers and sometimes it takes months to find someone willing to come here. With the positions in such high demand, Jerry is afraid some of the employees may leave because of the fact that there is a hold on all merit and COLA increases on all Tribal Employees. Also there is a risk of losing employees with the new Walgreen's coming to Shawano and the new Hospital in Wausau.

Motion made by Mary Husby that the tribe goes into contract with the four (4) Pharmacists and one PhD Mental Health Provider. Seconded by Jennifer Gauthier. All those in favor signify by saying aye, 3-for, 0-opposed, 1-absent, 1-abstention (Jerry Waukau). Motion carried.

8. Other Business

Committee members changed their November meeting from the 19th to November 12th.

9. **Adjournment**

Motion made by Duane Waukau to adjourn. Seconded by Jerry Waukau. All those in favor signify by saying aye, 4-for, 0-opposed, 1-absent. Motion carried.

Meeting adjourned at 4:35 p.m.

Respectfully Submitted by
Legislative Staff Services